

## OAKINGTON & WESTWICK PARISH COUNCIL

<b>Notice of Meeting</b>	<b>Oakington &amp; Westwick Parish Council</b>
<b>Date / Time</b>	<b>Monday 8 January 2024 at 7.30pm</b>
<b>Venue</b>	<b>Oakington Sports Pavilion, Queens Way, Oakington</b>

All members of the Council are hereby summoned to attend the meeting for the purposes of considering and resolving the business to be transacted at the meeting, as set out below.

Members of the public and press are invited to address the Council under the Public Open Session item.



**Laura Lawrence – Clerk**  
2 January 2024

### Agenda

<u>Item</u>			<u>Time</u>
24/1	<b>To receive and approve apologies for absence</b>	For decision	1
24/2	<b>To receive declarations of interest &amp; dispensations</b> - To receive declarations of pecuniary interest from Councillors on items on the agenda - To receive any requests for dispensations and grant any as appropriate.	For decision	1
24/3	<b>Public Open Session</b>  To allow up to 15 minutes for members of the public to address the meeting in relation to any parish related matter		15
24/4	<b>To approve minutes of the previous meeting held 11 December 2023</b>	For decision	2
24/5	<b>Matters arising from the previous meetings, not otherwise on the agenda (information only)</b>	To note only	5
24/6	<b>Reports</b> <b>(Written reports circulated and available on website)</b>  6.1 County Councillor's report 6.2 District Councillors' reports 6.3 Parish Councillors' reports (verbal) 6.4 Clerk's report (verbal)	To note only	20
24/7	<b>Pavilion matters</b>  7.1 To consider approving a request from the community association to store journals archive filing cabinet in the Parish Council store 7.2 To consider quote for MUGA lights repairs 7.3 To consider paying for a professional fire risk assessment	For decision For decision For decision	15
24/8	<b>Planning matters</b>  8.1 <u>Applications requiring a decision</u> None received. 8.2 <u>Applications to note only</u> 8.3 <u>Applications decisions received</u>	For decision  To note only To note only	5

<b>Item</b>			<b>Time</b>
<b>24/9</b>	<b>Finance matters</b>  <b>9.1</b> To approve payment of outstanding accounts due <b>9.2</b> To note any income received <b>9.3</b> To note bank reconciliation as at 1 January 2024 <b>9.4</b> To retrospectively approve new 36 months contract with SSE for street lighting energy <b>9.5</b> To consider entering into a mobile phone contract with EE	For decision To note only To note only  For decision For decision	15
<b>24/10</b>	<b>Administration matters</b>  <b>10.1</b> To discuss methods of communicating with community <b>10.2</b> To discuss arrangements for Annual Parish Meeting	Chair All	15
<b>24/11</b>	<b>Date of next meeting: Monday 12 February 2024, 7.30pm</b> <b>Planning: Monday 22 January 2024, 7.30pm – if required</b>		